

# **Idaho Heating, Ventilation and Air Conditioning Board Meeting**

Tuesday – July 12, 2005  
DBS – Meridian, Idaho

*The following report is not intended to be a verbatim transcript of the discussions at the meeting, but is intended to record the significant features of those discussions.*

## **CALL TO ORDER**

Chairman Minegar called the meeting to order at 9:10 am on Tuesday, July 12, 2005 at the DBS Building, Meridian, Idaho.

## **PRESENT**

Board members present included Pat Minegar, Russ Firkins, Carol Alexander, Jim Bledsoe; Steve Brown; Kay Christensen OAG; Present from the Division of Building Safety were Dave Munroe, Administrator; Steve Keys, Bureau Chief; Ted Hogander, HVAC Bureau Chief; Russ Owen, HVAC Program Supervisor; and Linda Hyde, Administrative Assistant and recording secretary.

## **INTRODUCTIONS**

Chairman Minegar welcomed everyone in the room. Guests were asked to speak clearly for the record. Meeting attendees introduced themselves and stated their affiliation.

Jack Rayne-DBS, Sheldon LeBow-Hearth Dealer, Gary Smith-NWHPBA, Gary VanHees-Heritage Propane Idaho LP Board, Jim Joy-HPBA (Hearth), Clay Barney-NWHPBA, Jack Goldman-NFI, Burton Waite-PTE, Phil Petersen-SMACUA, Brent Moore-SMW Local #60, John Cantrell-US Dept of Labor, Rod Clay-SWID Plumbers & Pipefitters JATC, Andrea Mihm-NWHPBA, Mark Smith-LCSC, Bruce Graham-Quality HVAC, Chris Compton-NIC/HVAC Education, Tena Risley-Northwest HVAC/R, Jerry Peterson-Idaho Building Trades, Rosie Rosco-BSU, Sophia Fleming-Keto Heating.

## **STEVE KEYS POSITION AS BUREAU CHIEF WITH DBS**

Steve Keys, former HVAC Board member is now the Building Bureau Chief of all three Bureaus at DBS and is over Electrical, HVAC and Plumbing. In the past, Steve was also Chairman of the Electrical Board. Thanks were given to Steve for his time with the HVAC Board.

## **MINUTES OF APRIL 25, 2005**

**Chairman Minegar requested a motion to accept the minutes of the Heating, Ventilation, and Air Conditioning Board Meeting of April 25, 2005. Mr. Jim Bledsoe made a motion to approve the minutes as presented. Ms. Carol Alexander Seconded. All were in favor. None opposed.**

## **EDUCATION: APPRENTICE CURRICULUM**

Ms. Rosie Rosco discussed the outline handout titled, “HVAC Year One, State of Idaho PTE, developed June 8th and 9<sup>th</sup>, 2005”. A subcommittee of the Idaho HVAC Association came together and came up with the original outline of what should be covered in the four years. There were some revisions to the original outline. The subcommittee added in some things like customer service in the beginning semesters

All six schools would use the same textbooks, materials. Consistent statewide so that apprentices could move from one school to another without a lot of trouble.

It is Rosie's understanding that the full-time programs will get credit for the apprenticeship requirements, and that the graduates will come out with four years of education towards the apprenticeship, and one year of on the job training credit because of the lab and internships.

Input from the HVAC Board - Whatever the Board approves, the Board wants the ability to go back in and either say this program is not working, or is working, because the Board is looking at a broad base approval of a lot of plans and the Board wants the ability to say, we're going to do things differently.

Cost of the classes: Other programs are running between \$600-\$700 a year (DOES NOT INCLUDE BOOKS). Each school will charge whatever they feel they need to charge, there is not going to be a standard fee. The schools will decide if they will offer that program in their area, or if it will cost more based upon student interest in the program. Not that many books would be needed for HVAC for the first year.

At this time, apprentices will have to prove their time in job related work hours, if they can prove three years worth, as far as we're concerned they'll be a third year apprentice. They will have three years of their required four years on the job training already satisfied. If they take the first year of schooling and they pass the first year, that gives them their fourth year, they would be eligible to take their Journeyman exam. Schools might have to have separate classes offering code only.

Jim Bledsoe-question about evaluating instructors - each college will do its own evaluations. BSU looks for trends in evaluations. There was a question asked as to whether a Board member may sit in on a class as well as an advisory Board member. The answer was yes. The Dean officially picks the Advisory Board. Is picked from suggestions that Rosie comes up with. There is an Advisory Board for the HVAC day program in Nampa. BSU would set up a new Advisory Board because the issues are going to be different.

BSU Instructor certification, requirements: They have to have **8 years of experience** in their trade. This is the minimum requirement. BSU looks for more than that. HVAC Experience, teaching skills and communication skills. HVAC would have a teacher for each year. PTE teaching through the workforce training, means non-credit. So 8 years of experience in the trade is the only requirement for an instructor.

**Chairman Minegar requested a motion to accept the Curriculum outline as it stands. Mr. Russ Firkins made a motion to accept the HVAC Curriculum outline as presented (all four years) Mr. Steve Brown seconded. Discussion from -Jack Rayne under first year, Energy sources, FUEL CELL TECHNOLOGY should be added. Under Year three, Basic air conditioning and refrigeration should be 30 hours.**

Ms. Carol Alexander: We must have the Board approval be ongoing, not a one shot deal. With reviews happening semi-annually. Chairman Minegar-Russ's motion is to approve this AS written, motion is fine on its own, we can stipulate in a later motion involving education, that we want the right to make adjustments or recommendations.

Ms. Kay Christensen-The Board has the authority to approve, but our statutes provide no guidelines about what a program needs to be. Agrees with the suggestion that amending the motion to make it very clear that the approval is of a temporal nature.

Russ Firkins- Stated that if the motion passed, he would be willing to make a motion afterwards that at every HVAC Board meeting, the Agenda includes the review of education and it could actually be an action item to be reviewed at every future Board meeting. The Board can get a report on how things are going and if changes need to be made they can be made at the future meetings. We can review it. We can call a special meeting, say next week if needed to change what we did here, if we don't like one concept or another it can be changed at a future meeting as long as there's public notice.

Chairman Minegar to Russ Firkins- Would you prefer to call for the question or prefer to amend your motion?

**Russ Firkins- Made a motion, if someone would like to amend it they can. Mr. Firkins was comfortable with the motion the way it was made. Chairman Minegar stated that a motion to accept the State of Idaho PTE HVAC curriculum as presented had been seconded. Chairman Minegar asked all in favor, 2 aye, 2 opposed, chair breaks the tie in favor.**

**Steve Brown-Made a motion that the educational program be reviewed by the Board on a biannual basis. Chairman Minegar asked Mr. Brown if he would want to make that a blanket motion that says ALL educational programs are reviewed. Steve Brown-The HVAC educational programs be reviewed biannually by the Board. From Chairman Minegar-biannually or annually? Mr. Brown-semi-annually. Ms. Carol Alexander seconded no discussion. All Favored. None opposed.**

Rosie Rosco-there will be evaluations sent to the next meeting.

Hearth issues- 2000 hours vs 4000 hours. The law states that it must be 4000 hours. Unless someone goes up and changes the law, then that is what it is. However, Chairman Minegar thinks there is still some question as to whether gas piping is going to be incorporated into the hearth classes.

Andrea Mihm- 4000 hours is not a statute, is a rule. Chairman Minegar: either way, it would take a rule change. How do we go about the process now to get the hearth specialty license approved? Board will probably allow that certification that's in place. The only question is the gas piping. If you want somebody to be able to do that, they must be certified for that. I would think that maybe we need to officially approve that. You're going to have to be certified as a gas fitter to do gas piping. Andrea Mihm-(NWHBPBA) Provided handout, there are a couple ways to go about this. What we need is the Board's basic approval of recognizing the hearth specialty and then through rule we can work out the details of how it looks with the gas piping and 2000 hours.

## **LEGISLATION: CIVIL PENALTIES**

Steve Keys-The Board has the statutory authority to adopt civil penalties. So what you need to do is adopt the rules for civil penalties. Steve suggested putting together a subcommittee to review these rather than trying to do them here as a group, and see what crosses over, make the best choices, then bring the recommendations back to the Board.

PM-Would like to meet with Russ Firkins, Jim Bledsoe, with Steve Keys review these and hammer them out in the next couple weeks.

## **FINANCE REPORT**

Informational only. The first allocation has been repaid to the plumbing fund (\$277,000.00). Numbers will change.

## **FLAT RATE FEE SCHEULE**

Ted- PROPOSED Flat Rate Fee Schedule – instead of going by fixtures and having to make additions and look at the fee schedule and go through and try to come up with the correct interpretation of what fees are due on which pieces of equipment, and to help our inspectors from having to go in and count each fixture and make sure that it matches what the contractor sent in. Square footage of the job being done. 1-1000 sq. feet \$100.00 up-- \$25.00 increments per 1000 sq. feet. Or make it \$75.00 rather than making them have to do any other kind of calculations. We like the concept, looking for approval from the Board saying we like the concept, proceed in that direction.

Steve Brown-Flat fee on sq footage. Might consider furnaces. Homes in his area that are over 4000 sq feet, up to and bigger than 12,000. Some of these houses have 2-3-4 furnaces. Rough-ins could add up to more than 1-2 visits.

Steve Keys-This is just a concept put forth to the Board for contemplation. We're seeking an endorsement in concept from the Board. The fees are not necessarily reflective of the cost structure of what it will be, just a consideration.

**Mr. Russ Firkins: MOVED to approve the concept of having DBS staff put together an HVAC flat rate permit and fee schedule and present at the next Board meeting. Mr. Bledsoe seconded. No discussion. None opposed.**

## **FEE DUES**

Chairman Minegar-talked about this at the last meeting in Idaho Falls. Russ Owen: Not a lot of problems yet, because we are so new. Pretty good luck with the system now. We sell the permit at a base fee to the contractor, when the contractor needs that permit, he fills out the additional balances of the fixtures. And then we hope he sends it in and starts working on it. They are not always sending them in, we have to request them to send it in to us.

Steve Keys-This subject dovetails with what we were just talking about. The intent going forward with this is across the board, to get the permitting process online, or alternative methods, and it would basically be a pay as you go. Pay before you get an inspection process so that we don't have this problem. Chairman Minegar: So part of the proposal is that you are going to come back to the Board and discuss this.

## **REMOVAL OF THE GRANDFATHERING RULES**

Ms. Kay Christensen-don't need to do it unless you are going to mess with your rules. They expire on their own term. Just ignore them until we amend the rule. And when we amend the rules, we will delete them at that time.

**PROPOSED 2006  
BOARD MEETING  
DATES**

Next Board meeting in Lewiston October 25<sup>th</sup>, 2005 Red Lion.  
2006-what dates are the plumbing/electrical Board meetings? Not set yet.  
Sophia-suggestion that the summer meeting be closer to the deadline for the legislation so that if rule changes need to happen, don't have to have a special meeting.  
Ideas for dates? JB-January 24<sup>th</sup>, 2006 (Meridian), April 25<sup>th</sup>, 2006 (Twin Falls), June 27<sup>th</sup>, 2006 (Meridian), August 8<sup>th</sup>, 2006 (Meridian), October 24<sup>th</sup>, 2006 (Post Falls).

**OLD BUSINESS**

Jerry Peterson-Definitions of supervision? What levels? Ms. Kay Christensen has definitions of supervision and will circulate them to the Board.  
Russ Firkins-The Plumbing Board has definitions from Kay and likes them.  
Ms. Kay Christensen-Will email them to HVAC Board.  
Russ Owen-Confusion amongst local jurisdictions, pool and spa companies having to get an HVAC license to set a pool heater in a residential structure. We at DBS have gone to the idea that the gas line was permitted and the pool companies were hiring someone to do the gas lines, so we didn't feel that it was necessary to charge a separate permit for the heater itself. Would like clarification so we can tell the local jurisdictions.  
  
Steve Brown-Has dealt with this issue in the area. The pool guys are coming in and going to do a heated pool and there is mechanical equipment involved. If he is not licensed to install that mechanical equipment, then he is required to bring in someone licensed and qualified.

Ted-Once there is a backflow prevention device and it is not considered potable water, anybody can run it after that.  
PM- Pool heating companies are selling and setting heaters.  
Exterior typically on a residential pool. Then they are hiring a certified HVAC contractor to vent and gas pipe it. We don't want to have to license certificate of competencies for pool companies. If we are not going to license them, then they can't permit it, so I say we give them the leeway to have the ability to set a unit, as long as the venting and gas piping is done by a certified contractor.

**ENERGY CODE**

2003 energy code has some very strange language for R values. That energy code is adopted through the Idaho Building Code Board. Ingo Stroup (DBS staff) has recommended that they look down the road a little bit to the 2006 energy code which pretty much states R8 everywhere. Would like to make a recommendation for the Idaho building code Board to put it on their agenda, to take an official stance because there are other entities across the state looking for leadership on what to do. The next meeting of the Building Board is July 20th, Jack Rayne will put Chairman Minegar on the Agenda.

**ADJOURNMENT**

The meeting was adjourned at 12:00 pm.